

# **Board of County Commissioners**

## **Division of Planning & Development**

### **Development Review**

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## **Development Review Committee Meeting** **March 21, 2005**

### **Members Present-**

Richard Helms-Development Coordinator/Acting Chairperson, Skip Lukert-Building Official, Brad Burris-Fire Services, Dale Parrett-Public Works, Aimee Webb-Development Coordinator, Mike Springstead-Springstead Engineering, Marie Keenum-911 Coordinator, Dan Hickey-Fire Services, Mark Grile-SECO, Becky Howard-Deputy Clerk, and Alysia Akins-Secretary.

The meeting convened at 2:05 P.M.

Mr. Helms introduced new member, Mr. Grile.

### **Approval of Minutes-**

Mrs. Keenum made a motion to approve the minutes from March 14, 2005. Mr. Parrett seconded the motion and the motion carried.

Barry Ginn, Ginn Engineering, arrived at 2:10 PM.

### **OLD BUSINESS-**

#### **Langley Medical Facility Expansion – Major Development – Preliminary Plan Review**

Mrs. Keenum made a motion to remove the item from the table. Mr. Lukert seconded the motion and the motion carried.

Kevin Bynum, Hamilton Engineering and Surveying, was present and requesting preliminary approval to construct a 9600 square foot building. Staff comments were discussed and included the following items: roads mislabeled, urban development boundary, property owner information and on-site ground signs. The helicopter pad design standards will be removed from the plans. The access point was placed on the plans for graphical purposes only. This project is part of a platted subdivision. Access will be from CR 528. Mr. Burris recommended relocating one of the fire hydrants to the northeast corner, marking the FDC hydrant with “No Parking”, and adding a fire lane to the drive aisle. Fire Services will need a copy of the floor plan information and details prior to the issuance of the Certificate of Occupancy. Engineering comments were discussed and included the following items: zoning and land use information, regulatory agency permits, water/wastewater calculations, traffic signs, driveway radius, silt fence details, existing contours, and sump and culvert details. There are 56 employees proposed. Future improvements for CR 528 were discussed. All existing buildings will remain.

Mr. Parrett moved to approve the preliminary plans, subject to all comments being addressed on revised plans. Mrs. Keenum seconded the motion and the motion carried.

**NEW BUSINESS-**

**Alvarez Commercial Subdivision w/MOA – Medium Development – Conceptual Plan and MOA Review**

Ken Barrett, H & B Consulting Engineers, Inc., was present and requesting conceptual approval to develop a 7-tract commercial subdivision. Mr. Barrett explained there was an existing business in operation on the property. Staff comments were discussed regarding the following items: lot layout, wetlands, access issues, easements, road frontage concerns, driveway locations, right-of-way requirements, individual lot designs, mitigation, buffers, and screening requirements. Mr. Barrett stated the Florida Department of Transportation would allow 2 driveway connections. The buffers have to remain undisturbed and the screening should be a visual barrier. Engineering comments were discussed regarding the following items: legal description information, property owner information, land contours, flood plain information, drainage retention areas, driveway locations, zoning and land use information, ingress/egress easements, no access to C-44A, project table data, water/wastewater services, traffic impact study, off-site improvements, existing signs, easement maintenance, and deeded tracts.

Mrs. Keenum moved to table this project until all issues are addressed on revised plans and Memorandum Of Agreement. Mr. Lukert seconded the motion and the motion carried.

Mr. Burris and Mr. Ginn excused themselves at 2:45 PM.

**VOS: Unit 133 – Major Development – Preliminary Plan Review**

Kim Burgess, Mid-State Engineering and Surveying, LLC, was present to request preliminary approval to develop a 151-lot subdivision. Staff comments were discussed regarding the following items: setbacks, stormwater management, right-of-way improvements, and street names. Engineering comments were discussed regarding the following items: speed limit signs, secondary access, and street names. These items can be addressed on the engineering plans.

Mrs. Webb moved to approve the preliminary plans, subject to all comments being addressed on revised plans. Mr. Parrett seconded the motion and the motion carried.

Mr. Ginn returned at 2:55 PM after the above motion.

**VOS: Unit 130 – Major Development – Preliminary Plan Review**

Chris Germana, Kimley-Horn and Associates, Inc., was present to request preliminary approval to develop a 147-unit subdivision. Staff comments were discussed and included the following items: surrounding property information and screening/buffer requirements. The easement shown on the plans is for screening purposes. Maintenance responsibilities were discussed regarding the buffer. Engineering comments were discussed regarding the following items: sump area, mass grading, and flood issues. A mass-grading permit will be for runoff collection.

Mrs. Webb made a motion to approve the preliminary plans, subject to all comments being addressed on revised plans. Mr. Springstead seconded the motion and the motion carried.

**VOS: Oak Bend Villas – Final Plat Review**

Bill Bowsky, Farner Barley and Associates, Inc., was present and requesting final plat approval to develop an 83-lot/2-tract subdivision. Staff and surveyor comments will be addressed.

Mrs. Keenum moved to approve the final plat, subject to all comments being addressed on the final mylar. Mrs. Howard seconded the motion and the motion carried.

**VOS: Unit 104 – Final Plat Review**

Bill Bowsky, Farner Barley and Associates, Inc., was present and requesting final plat approval to develop a 124-lot/2-tract subdivision. Staff and surveyor comments will be addressed. Proposed easements need to be verified on the engineering plans. Mr. Springstead requested 3 full sets of engineering plans in order to issue final approvals.

Mr. Springstead made a motion to approve the final plat, subject to final engineering approvals and all comments being addressed on the final mylar. Mr. Parrett seconded the motion and the motion carried.

*The previous 2 motions are contingent upon any comments from the attorney being addressed also.*

Mrs. Howard excused herself at 3:05 PM.

**Proposed Lighting Code Modifications**

Ron Grant, Grant and Dzuro, was present to participate in this discussion. There will be no photometric plan requirements. Single duplex and triplex units will be added to the exemptions for outdoor lighting. Mr. Grant requested a few of the “shall”(s) be changed to “should”. Preliminary plans for major developments require BOCC approval. Lighting requirements for preliminary plans will be fixture locations and types. Lighting requirements for engineering plans will be an illumination plan. Mr. Grile recommended the attorney review any proposed revisions. Lighting enforcement would be the responsibility of the county engineer and building official. All requested revisions, along with revisions to the dumpster enclosure code modifications, will be discussed at next week’s meeting, March 28, 2005.

The next meeting is scheduled for March 28, 2005.

Mrs. Keenum moved to adjourn. Mr. Lukert seconded the motion and the motion carried. Meeting adjourned at 3:40 PM.